

WC § 16.04.050 Business Districts

A. General Requirements (other than historical district) -

1. Groups of users requiring parking space may join in establishing group parking area with capacity aggregating that required for each participating use, with the approval of the Plan Commission.
2. Public parking area and loading and unloading berths shall be paved with a dust proof or hard surface.
3. One-half of an alley abutting the rear of a lot may be included in the rear yard, but such alley space shall not be included for loading and unloading berths.
4. Loading and unloading berths shall not be required for business uses, which demonstrate that they do not receive or transmit goods or wares in quantity by truck delivery.
5. Parking may be permitted in the required front yard for business uses.
6. On a through lot, front yards shall be provided on each street in the local business, general business and historical districts.
7. The maximum building height requirements may be increased if buildings are set back, from front and rear property lines, one foot for each two feet of additional height above the maximum building height requirement.
8. Chimneys, cooling towers, elevator bulkheads, fire towers, penthouses, stacks, tanks, water towers, distribution poles and lines, transmission towers, or essential mechanical appurtenances may be erected to any height not prohibited by other laws or ordinances.
9. A suitable planting screen shall be provided on any business yard that abuts a residential area in accordance with the landscaping provisions in this section. Such plantings shall provide an effective screen at the time of construction of the development.
10. The Plan Commission shall review and approve plans to assure adherence to developmental standards and overall conformity to the Master Plan and Zoning Ordinance.
11. There shall be no storage or display of merchandise outside of a building except in a sales lot established for that purpose and except for merchandise associated with sidewalk-type sales events of less than one (1) week in duration and with a frequency of no more than once every six (6) calendar months.

B. GO - General Office District - This district is established to provide for general office development.

1. Special Requirements -

- No outside storage, vending machines or outside sales display.
- General office business shall be conducted within buildings so constructed that no noise, dust, or dirt shall be audible or visible beyond the confines of the building.

2. Permitted Uses -

- General business and professional offices
- Insurance offices
- Manufacturing representatives offices
- Medical or veterinarian offices
- Financial institutions
- Real estate offices
- Multi-family housing (3 units or more with MF1 standards)
- Municipal or government buildings
- Public or private schools
- Agriculture
- Accessory buildings and uses customarily incidental to any of the above uses

3. Special Exceptions -

- Office/warehouse buildings
- Day care facilities

4. Minimum Lot Area - 3 acres

5. Minimum Lot Frontage on Road - 250 feet

6. Minimum Setback Lines -

- Front Yard - 60 feet
- Side Yard - For side yards adjoining a road or street - not less than 60 feet
For side yards abutting a residential area - 60 feet
All other side yards - 20 feet
- Rear Yard - 20 feet unless the rear yard abuts a residential district in which case the rear yard setback shall be 60 feet

7. Maximum Building Height - 50 feet

8. Minimum Ground Level Square Footage - None. However, not more than eighty (80) percent of the total area of any lot or any development on multiple lots shall be occupied by buildings, roads, parking area, drainage facilities and other accessory uses.
9. Parking - Off-street and/or private parking shall be provided in accordance with the provisions in this ordinance.
10. Exemption - Any residence which is located in this district, as of December 1990, that is converted into offices, is exempt from the standards of this subsection. Such exemption does not apply to additions or exterior modifications which increase the size of the structure.

C. GO -PD - General Office - Planned Development - This district is established to permit the development of lands to provide offices as contained in this subsection, single family homes and low density multi-family units when such lands are developed in a comprehensive plan of which business use may not exceed 20 percent and multi-family shall not exceed 30 percent.

1. Special Requirements -

- No outside storage, vending machines or outside sales display.
- General office business shall be conducted within buildings so constructed that no noise, dust, or dirt shall be audible or visible beyond the confines of the building.

2. Permitted Uses -

- Single family - with minimum SF 4 standards
- Cluster homes
- General business and professional offices
- Insurance offices
- Manufacturing representatives offices
- Medical or veterinarian offices
- Financial institutions
- Real estate offices
- Multi-family housing (2 units or more with MF-1 standards)
- Municipal or government buildings
- Public or private schools
- Accessory buildings and uses customarily incidental to any of the above uses

3. Special Exceptions -

- Office/warehouse buildings
- Day care facilities

4. Minimum Lot Area - 30 acres
5. Minimum Lot Frontage on Road - 500 feet
6. Minimum Setback Lines -
 - Front Yard - 100 feet
 - Side Yard - For side yards adjoining a road or street - not less than 60 feet
For side yards abutting a residential area - 60 feet
All other side yards - 20 feet
 - Rear Yard - 20 feet unless the rear yard abuts a residential district in which case the rear yard setback shall be 60 feet
7. Maximum Building Height - 40 feet
8. Minimum Ground Level Square Footage - None. However, not more than eighty (80) percent of the total area of any lot or any development on multiple lots shall be occupied by buildings, roads, parking areas, drainage facilities and other accessory uses.
9. Parking - Off-street and/or private parking shall be provided in accordance with the provisions in this ordinance.
10. Application Procedures - Applications for General Office Planned Developments shall consist of the following steps:
 - a) Preliminary plans presented to the building commissioner must:
 - Be drawn to scale.
 - Show dimensional boundaries of property to be developed.
 - Indicate location, type and size of structures, and use and arrangement of all structures (details are not necessary).
 - Show the proposed number of parking and loading spaces.
 - Show the proposed locations and width of driveways, entrances and exits.
 - Show all areas to be maintained as permanent open space.
 - Provide a traffic study to include:
 - 1) A comparative analysis of present capacity of streets adjacent to the proposed development with potential capacity volumes, taking into consideration the effect the proposed development will have upon engendering additional traffic; and
 - 2) A circulation plan for all streets (existing and proposed) which will show recommendations for controlling, signaling, channeling, storing and warning traffic.

- Include a statement of financial responsibility which demonstrates the ability of the developer to proceed with construction and development.
 - Show locations and dimensions of sidewalks.
 - Provide for dedication of any rights-of-way that may be necessary.
 - Show location of any easement for utilities, public or private.
 - Include a statement of proposed covenants to insure that the development plan is reasonable.
 - Insure proper drainage.
 - Provide a statement as to the proposed timetable for development if the project is to be done in phases.
 - Submit a preliminary plan indicating the proposed location of land within the property to be developed. Such plan shall indicate the proposed general location of such future buildings and construction requirements such as exterior design and height that shall be met by the developer, tenant, or owner including landscaping requirements, parking, traffic control patterns, and other information which will satisfy the Plan Commission as to the total size and impact of the planned business development.
- b) The Building Commissioner shall review all materials, plans and schedules and make recommendations to the Plan Commissions as to the suitability of the development as to:
- Unified design
 - Safe ingress and egress
 - Adequate and properly located parking and loading facilities
- c) After approval of the preliminary plans by the Plan Commission, the following is required for final plan approval:
- Engineering plans and specifications for all sanitary sewers, storm sewers, and water distribution lines, as well as telephone, gas and electric utility lines.
 - Any changes from preliminary plans.
 - Deed or easement agreements.
 - Final construction schedule stating the date for final construction on the proposed development.
 - File a surety bond or escrow agreement to insure the final completion of all site improvements which includes streets, drives, walks, walls, water mains, storm and sanitary sewers, and landscape plantings. The bond shall be made to the town for an amount to be specified by the Town Council.
 - Landscaping Plan.

D. LB - Local and Neighborhood Business District - This district is established to provide a local or neighborhood residential community with retail services, convenience shopping, and

professional services to meet the daily needs of the community. As such, this district typically will be ten (10) to twenty (20) acres in total area. Permitted uses in this District include general office, neighborhood shopping centers, financial institutions and other small to moderate size businesses. Development within this district requires attachment to public or semi-public water and sewers.

1. Special Requirements

Development Plan – Any proposed development in the LB District shall be subject to the requirements for the filing of a Development Plan as set forth in WC 16.04.065 and Section 15, below.

When the standards of this Section are found to be in conflict with other standards of the Westfield - Washington Township Zoning Ordinance, the stricter standards shall prevail.

2. Permitted Uses - See Figure 2 for list of permitted businesses.

Notwithstanding the provisions of Figure 2, the following uses shall also be considered Permitted Uses in the Local and Neighborhood Business District:

- Liquor stores and taverns
- Carry out food and beverage business (excluding drive-in or drive-through service)

3. Special Exception Uses – None.

4. Minimum Lot Area – Five (5) acres.

5. Minimum Lot Frontage - 50 Feet.

6. Minimum Setback Requirements

a. Front Yard Adjacent to All Districts –

Required front yards adjacent to all districts shall be 60 feet. Exception: The required front yard may be reduced to the average setback of the legally established buildings or structures where an existing front yard setback is established by two or more existing, legally established buildings or structures within the same block and within three-hundred (300) feet in either direction.

b. Side Yards Adjacent to Residential Districts -

Required side yards adjacent to residential districts shall be 60 feet. Exception: If the required side yard abuts an alley, the required side yard setback shall be 40 feet from the right-of-way line of the alley.

c. Side Yards Adjacent to Non-Residential Districts –

Required side yards adjacent to non-residential districts shall be 15 feet.

d. Rear Yards Adjacent to Residential Districts -

Required rear yards adjacent to residential districts shall be 60 feet. Exception: If the required rear yard abuts an alley, the required rear yard setback shall be 40 feet from the right-of-way line of the alley.

e. Rear Yard Adjacent to Non-Residential Districts –

Required rear yards adjacent to non-residential districts shall be 20 feet.

7. Use of Required Yards

All required yards shall be maintained as green space and landscaped with grass, trees, shrubbery, or hedge, or in combination with other suitable ground cover materials in compliance with the requirements of Chapter 6. Landscape Standards of this Ordinance, and shall remain free from buildings or structures except where expressly permitted below:

a. Front Yard Adjacent to Non-Residential Districts –

Required front yards adjacent to non-residential districts may include driveways and parking areas, provided that (i) no portion of the parking area may be located closer to the right-of-way than ten (10) feet; and, (ii) the remainder of said required front yard shall be maintained as green space free from buildings or structures.

b. Front Yard Adjacent to Residential Districts –

Required front yards adjacent to residential districts may include driveways and parking areas, provided that (i) no portion of the parking area may be located closer to the right-of-way than thirty (30) feet; and, (ii) the remainder of said required front yard shall be maintained as green space free from buildings or structures.

c. Side and Rear Yards Adjacent to Non-Residential Districts –

Required side and rear yards may include interior access driveways, provided that the remainder of said required side or rear yard shall be maintained as green space free from buildings or structures.

d. Side and Rear Yards Adjacent to Residential Districts –

Required side and rear yards shall be maintained as green space free from buildings or structures.

8. Maximum Building Height

No building or structure shall be erected above a projected 1:3 proximity slope line (See WC 16.04.040, B., 11).

The maximum height of any building or structure shall be forty-five (45) feet above grade.

9. Square Footage Requirements

a. Minimum Business Size – 800 square feet.

b. Maximum Business Size – 30,000 square feet.

c. Aggregate Maximum of All Building(s) within the Development – 90,000 square feet.

10. Parking

a. See WC 16.04.120, Off-Street Loading and Parking; and,

b. All access drives, parking areas, loading areas, driveways, interior access drives and interior access driveways shall be constructed with a durable, dust free surface of concrete or asphalt.

11. Loading – See WC 16.04.120.

12. Signs – See WC 16.08, et seq.

13. Landscaping – See WC 16.06, et seq.

14. Lighting – See WC 16.07.010.

15. Development Plans

Development Plans filed for any new construction, building additions, new or expanded surface parking areas, new or expanded surface loading areas, exterior building renovations or signs in the LB District shall, in addition to any Development Requirements contained elsewhere in this Ordinance, also comply with the following additional Development Requirements:

a. Pedestrian Access and Orientation:

Developers of sites in the Local Business District shall provide sidewalks or pathways along all adjoining public or private streets. Such sidewalks or pathways shall be designed so as to connect to an existing or proposed sidewalk, pathway or trail network.

b. Building Fascia:

All buildings and structures within a Local Business District development shall share a common architectural style.

c. Vehicle Access:

Each vehicle access point shall be designed in compliance with the criteria set forth in this Ordinance and the "Town of Westfield Construction Standards", administered by the Westfield Utilities Department.

d. Development Pattern:

Developments may be either: (i) a freestanding individual development; or, (ii) an integrated development containing more than one (1) business in one (1) or more buildings.

In order to create an integrated development that may include Out Lots, a rezone to the LB-PD shall be required.

In the case of an integrated development, documentary assurances shall be filed with the Plan Commission indicating that all lots or uses within the integrated development shall be provided with, at a minimum, the following: (i) regular trash pick-up; (ii) snow removal; (iii) common vehicle access point(s), and drive(s) and parking area(s), including maintenance thereof.

e. Outside Storage or Display –

(1) No outside storage or display of materials or merchandise shall be permitted.

(2) No outside vending machines shall be permitted.

(3) All business uses shall be conducted within buildings so constructed that no noise, dust or dirt shall be audible or visible beyond the confines of the building or structure.

(4) Trash containers shall: (i) be screened on all sides with a solid walled or fenced enclosure not less than six (6) feet in height above grade and equipped with wood

covered gates; (ii) not be located between the front line of the primary building and the front lot line; and, (iii) not be located in any required yard.

E. LB-H - Local Business - Historical District - The purpose for establishing this district is to provide for the needs of local business in the central business district of the Town of Westfield and also to provide for the preservation, restoration, adaptive use and/or reconstruction of properties and historic buildings in the district.

1. Permitted Uses - See Figure 2 for list of permitted local businesses. Other business not listed which can be classified as local business will also be eligible with the approval of the Plan Commission

2. Special Exceptions -

- Auto Rustproofing
- Auto sales, new or used, service and repair
- Gasoline service stations
- Liquor stores and taverns
- Fruit stands, temporary
- Any outdoor food and beverage business
- Self-service food and beverage business
- Carry-out food and beverage business
- Drive-in food and beverage stores
- Convents, monasteries, theological schools, rectories, parish houses
- Multi-family housing
- Single family dwelling
- Recycling collector system

3. General Requirements and Guidelines - Historical

- a) Commercial Buildings - Structures to be remodeled or altered to be utilized for commercial purposes shall retain original design and features of the existing structure. Materials used for restoration and repair for windows, doors, exterior siding, roofing and other exterior needs shall replicate to the extent possible the existing materials utilized in the period of initial construction.
- b) Exterior modifications for porches, overhangs, chimneys and room additions shall be compatible in design of the original structure or like structures. Wood products and white and earth tone colors shall be utilized to the extent possible.
- c) Residences - New homes, single or multi-family, to be located in the district shall be of a design and constructed with materials to be contemporary with existing structures. Modifications to existing homes and accessory buildings shall also be compatible with the period of original construction utilizing white, earth tones or historical colors and emphasis on wood exteriors.

- d) Approval Procedure - An applicant requesting a building permit shall provide to the Building Commissioner three copies of the specifications and design for all renovation, restoration or new construction and signage in the local business - historical district (LB-H). The Building Commissioner will provide information to all applicants on the type of facilities that are being encouraged and the materials for construction that the Plan Commission has endorsed. Any person who shall make application for an improvement location permit for a new building or the substantial alteration of an existing building whether it be the restoration, rehabilitation, or its adaptive use shall submit preliminary drawings, including site plan, sign plans, floor plans and elevations to the Plan Commission for review and approval.
- e) Exemption - All requirements or conditions pertaining to setback lines, lot area sized, parking requirements and loading and unloading berths may be waived by the Plan Commission without a variance based upon the general purpose and intended use of the facility to be restored or rehabilitated.

F. GB - General Business District - This district is established to accommodate the general business needs of the township including incorporated and unincorporated towns and is served by public water and sewers. This district is more comprehensive than the local business district.

1. Special Requirements - None

2. Permitted uses - See Figure 2 for list of permitted businesses. Any other business not listed which can be classified as general business will be eligible with the approval of the Plan Commission

3. Special Exceptions -

- Auto rustproofing
- Gasoline service stations
- General construction company
- Coal yards
- Mobil home sales
- Salt storage - outside
- Book stores, adult
- Night clubs, bars and restaurants which have less than 50% of their proposed gross sales derived from food sales
- Lumber yards - including millwork
- Multi-family housing
- Taverns
- Industrial schools or training facilities
- Amusement parks
- Convents, monasteries, theological schools, rectories, parish houses

- Large animal hospitals
 - Manufactured home parks (in accordance with provisions of WC 16.04.090)
 - Outdoor theaters
 - Material recycling facilities (MRFs)
 - Commercial composting facilities
4. Minimum Lot Area - None
5. Minimum Lot Frontage on Road - 80 Feet
6. Minimum Setback Lines -
- Front Yard -
 - ⇒ General Business - 60 feet for newly established area
Average of other businesses in the block for established business areas
 - ⇒ Planned business development (see WC 16.04.050 F)
 - Side Yard -
 - ⇒ General Business - For side yards adjoining a road or street - not less than 60 feet in new area.
For side yards abutting a residential area, 60 feet, or if there is an alley between a residential district and the general business district, the side yard setback shall be 20 feet from the alley.
In established business districts where it is customary to have the businesses abut one another, side yard requirements may be waived except on corner lots when the street side setback shall prevail
 - Rear Yard - General business - 20 feet
 - Minimum Lot Width at Building Line - None
7. Maximum Building Height - Not to exceed 60 feet
8. Minimum Ground Level Square Footage - None
9. Parking - Off-street and/or private parking shall be provided in accordance with the provisions in this ordinance.
10. Loading and Unloading Berths - Loading and unloading berths shall be provided as identified in this ordinance.

G. SB - Special Business District - This district is established to provide for the needs of general business planned business development and multi-family uses. Business developments in this district are subject to the requirements and standards of planned business development for general business as outlined in Article I, except where other requirements and standards for special business districts are specifically set forth.

1. Permitted Uses -

- All general and local businesses as outlined in Figure 2. Any other business not listed which can be classified as local or general business will also be eligible with the approval of the Plan Commission
- Multi-family Housing

2. Special Exceptions -

- Auto rustproofing
- Auto sales, new or used, service and repair
- Fruit stands, temporary
- Any outdoor food and beverage business
- Self-service food and beverage business
- Gasoline service stations
- Coal yards
- Salt storage - outside
- Night clubs, bars and restaurants which have less than 50% of their proposed gross sales derived from food sales
- Lumber yards - including millwork
- Liquor stores and taverns
- Restaurants - drive-in and carry-out food and beverage stores
- Industrial schools or training facilities
- Amusement parks
- Convents, monasteries, theological schools, rectories, parish houses
- Large animal hospitals
- Manufactured home parks (in accordance with provisions of WC 16.04.090)
- Outdoor theaters
- Material recycling facilities (MRFs)

3. Minimum Lot Area - As required under Planned Business Development district.

4. Minimum Lot Frontage on Road - As required under Planned Business Development district.

5. Minimum Setback Lines - As required under Planned Business Development district.

6. Maximum Building Height - As required under Planned Business Development district.

7. Minimum Ground Level Square Footage - As required under Planned Business Development district
8. Parking - Off-street and/or private parking shall be provided in accordance with the provisions of this ordinance.
9. Loading and Unloading Berths - Loading and unloading berths shall be provided as identified in this ordinance.

H. LB-PD and GB-PD - Local Business - Planned Development and General Business - Planned Development - The purpose of these districts is to allow commercial development of such a nature that the areas will be developed in a compatible design and that overall supporting services including roads and utilities can be provided in a proper manner to accommodate the needs of business in these districts. Outlot development should be compatible in general exterior design, coloration, and use of materials to that of the primary development structure or structures.

1. General Requirements - The general requirements for obtaining a building permit for a planned business development in any district shall be in accordance with the following procedures. In any district in which rezoning of land, or a special exception, or an exemption from special exception restrictions, or a variance from the ordinance requirements is requested in connection with the development of land or buildings subject to the provisions, requirements, and standards of this ordinance governing planned business development, the petitioner for such rezoning, special exception, exemption or variance, in connection with such planned business development shall petition the Plan Commission or Board of Zoning Appeals, as appropriate, for such rezoning, special exception, exemption or variance, and shall notify surrounding property owners of such petition. Prior to the hearing on such petition, the petitioner shall submit evidence to the Plan Commission or Board, as appropriate, that all land owners located within a 500 foot radius of the proposed development have been notified in writing of the petitioner's request for such rezoning, special exception, exemption or variance. Such notice shall inform the notified land owners of the date for the public hearing to be held by the Board of Zoning Appeals or Plan Commission. For the purpose of determining the names and addresses of such land owners, the most recent real estate tax assessment records as they appear in the office of the assessor of Hamilton County, Indiana on the date the petition for rezoning, special exception, exemption or variance is filed shall be deemed the true names and addresses of persons entitled to notice. Outlot development area shall not exceed 25 percent of the total development.

2. Minimum Tract Requirements -

- In Planned Business Developments for General Business districts - A minimum of 10 acres
- In Planned Business Developments for Local business districts - A minimum of 5 acres

- Enclosed Industrial districts (Industrial Parks) - A minimum of 10 acres
- Where Local and General Business are included in the same Planned Business Development, the 10 acre minimum shall apply

3. Permitted Uses -

- All businesses approved for Local Business as shown on Figure 2 are eligible for Planned Local Business Development.
- All businesses approved for General Business as shown on Figure 2 are eligible for Planned General Business Development.

4. Special Exceptions -

a) Planned Business Development - Local Business -

- Auto rustproofing
- Auto sales, new or used, service and repair
- Gasoline service stations
- Liquor stores and tavern
- Fruit stands, temporary
- Any outdoor food and beverage business
- Self-service food and beverage business
- Carry-out food and beverage business
- Drive-in food and beverage stores
- Convents, monasteries, theological schools, rectories, parish houses
- Manufactured home parks - in accordance with the provisions of WC 16.04.090
- Material recycling facilities (MRFs)

b) Planned Business Development - General Business -

- Auto rustproofing
- Gasoline service stations
- Coal
- Salt storage - outside
- Night clubs, bars and restaurants which have less than 50% of their proposed gross sales derived from food sales
- General construction companies
- Lumber yards - including millwork
- Mobile home sales
- Liquor stores and taverns
- Industrial schools or training facilities
- Amusement parks
- Convents, monasteries, theological schools, rectories, parish houses
- Large animal hospitals

- Manufactured home parks - in accordance with the provisions of WC 16.04.090
 - Outdoor theaters
 - Material recycling facilities (MRFs)
- c) Where in districts requiring Planned Business Development for Local Business, General Business and Special Business, there is proposed to be developed an enclosed shopping center with 100,000 square feet or more of gross leasable area, the special exception businesses and other uses as listed in 4.a) and 4.b) of this subsection may be exempted from such special exception restrictions if written approval is obtained from the Board of Zoning Appeals indicating which businesses and other uses listed as special exceptions may be included in such enclosed shopping center or in areas adjacent to such enclosed shopping center as appurtenant uses within 300 feet of the shopping center. The written approval by the Board of Zoning Appeals for such exemption must be granted on or before final plans are approved by the Plan Commission for the project. Such approval shall be recorded in the minutes of the Board of Zoning Appeals and a copy transmitted to the petitioner.
5. Minimum Frontage Required on Street of Primary Access-
- 10 acre minimum - 660 feet
 - 5 acre minimum - 330 feet
6. Minimum Setback Lines -
- Front Yard - 10 acre minimum - 60 feet
 5 acre minimum - 30 feet
 - Side Yard - 10 acre minimum - 15 feet
 5 acre minimum - 15 feet
 - Rear Yard - 10 acre minimum - 20 feet
 5 acre minimum - 20 feet
 - Minimum Lot Width at Building Line - None
7. Minimum Number of Structures - None
8. Minimum Size of Structures - None
9. Application Procedure - Applications for a Planned Business Development shall consist of the following steps:
- a) Preliminary plans presented to the Building Commissioner must:
- Be drawn to scale.
 - Show dimensional boundaries of property to be developed.

- Indicate location, type and size of structures, and use and arrangement of all structures (details are not necessary).
 - Show the proposed number of parking and loading spaces.
 - Show the proposed locations and width of driveways, entrances and exits.
 - Show all areas to be maintained as permanent open space.
 - Provide a traffic study to include:
 - 1) A comparative analysis of present capacity of streets adjacent to the proposed center with potential capacity volumes, taking into consideration the effect the proposed center will have upon engendering additional traffic; and
 - 2) A circulation plan for all streets (existing and proposed) which will show recommendations for controlling, signaling, channeling, storing and warning traffic.
 - Include a statement of financial responsibility which demonstrates the ability of the developer of the center to proceed with construction and development
 - Show locations and dimensions of sidewalks
 - Provide for dedication of any right-of-ways that may be necessary
 - Show location of any easements for utilities, public or private
 - Include a statement of proposed covenants to insure that the development plan is reasonable
 - Insure proper drainage
 - Provide a statement as to the proposed timetable for development if the project is to be done in phases
 - Submit a preliminary plan indicating the proposed location of land within the property to be developed which may be developed as out-lots of the shopping center or other business. Such plan shall indicate the proposed general location of such future buildings and construction requirements such as exterior design and height that shall be met by the developer, tenant, or owner including landscaping requirements, parking, traffic control patterns, and other information which will satisfy the Plan Commission as to the total size and impact of the planned business development.
- b) The Building Commissioner shall review all materials, plans and schedules and make recommendations to the Plan Commission as to the suitability of the development as to:
- Unified design
 - Safe ingress and egress
 - Adequate and properly located parking and loading facilities
- c) After approval of the preliminary plans by the Plan Commission, the following is required for final plan approval:

- Engineering plans and specifications for all sanitary sewers, storm sewers, and water distribution lines, as well as telephone, gas and electric utility lines
- Any changes from preliminary plans
- Deed or easement agreements
- Final construction schedule stating the date for final construction on the proposed development
- File a surety bond or escrow agreement to insure the final completion of all site improvements which includes streets, drives, walks, walls, water mains, storm and sanitary sewers, and landscape plantings. The bond shall be made to the Town for and amount to be specified by the Town Council.

I. General Variance - Where the developer of business located in a planned business development district can show the provisions of this ordinance would cause unnecessary hardship if strictly followed, and where in the opinion of the Plan Commission because of the type and number of businesses to be located in such planned business development, the required number of parking spaces or the required size of such parking spaces or the; number of loading berths or the required size or configuration of such loading berths for such businesses are not practical, then the Plan Commission may authorize a variance from such required standards of this section and such variance shall be entered into the minutes of the Plan Commission together with the reasoning for the departure from the required standards.